

# BRIDGHAM PARISH COUNCIL

**MINUTES** of the Parish Council Meeting held on Tuesday 18 November 2025 commencing 7.30 pm at Bridgham & Roudham David O'Neale Memorial Village Hall.

**Councillors Present:** Cllr P Graham (Chair), Cllr D Gilks and Cllr R Wright

**Also in attendance:** Sara Campbell & 0 members of the public

1. **To consider accepting apologies for absence:**  
None.
2. **To approve the minutes of the Parish Council Meeting held on 15 July 2025**  
The minutes of the Parish Council Meeting held on 23 September 2025 (pages 1-3 of 3) previously circulated to all members, were unanimously agreed and signed by the chair.
3. **To receive declarations of interest and requests for dispensations for disclosable pecuniary interests or other interests:**  
None
4. **To receive questions or comments from the parishioners:**  
None.
5. **To co-opt to the current vacancies for two Councillors:**
6. **To receive the reports from the District & County Councillors:**  
**District Cllr W Nunn**  
None.
7. **To receive Clerk's report:**  
The Clerk updated the Council on the following:
  - Parish Partnership Grant deadline is 1<sup>st</sup> December – Councillors asked the Clerk to investigate installation of a SAM2 machine in the parish.
  - A case report from Norfolk County Council regarding the overhanging tree outside the playing field – status, case resolved 29/9/25 – problem resolved.
8. **To consider potential improvements to the playing field area:**
  - 8.1. **To receive an update on the positioning of the new swings at the playing field.**  
Following the last meeting Cllr Gilks was asked to monitor the usage of the swings during the school summer holidays – Cllr Gilks reported that the swings receive minimal usage. Regarding the re positioning of the swings **Clerk** was asked to arrange a meeting

with the homeowner.

**8.2. To consider the quotation for a Trim Trail for the playing field area:**  
Clerk is still looking for suitable funding/match funding. **Clerk to continue to investigate.**

**9. To approve a .gov.uk email address and domain name**

**10. To approve upgrading the website to use the proposed council owned .gov.uk domain, name making it more accessible**

**11. To receive an update on the repairs to the store cupboard at the village hall:**

No update

**12. To receive an update on the repair of the damage to the village hall steps:**

No update

**13. PLANNING:**

**13.1. To Comment on any Current planning applications:**

None

**13.2. To receive an update on any previous planning applications:**

None.

**14. FINANCE**

**14.1. Approval of payments to be made**

**Payments (C)** Unanimously approved

<b>PAY Date</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>	<b>VAT</b>
	Unity Bank	Charges	30.00	
	Unity Bank	Charges September	6.00	
	Npower	September 2025	53.64	
	Sara Campbell	Salary October	175.90	
	Sara Campbell	Salary & Expenses November	270.19	
	HMRC	PAYE (Month 7)	43.80	
	Clear Scape	2303, 2314, 2339	585.00	97.50
	Anglia Tree Solutions	Holly Bush	108.00	21.60
	Royal British Legion	Poppy Wreath (\$137)	20.00	
	Npower	October 2025	67.19	
	Unity Bank	Charges October	6.00	
		<b>TOTAL</b>	<b>1,365.72</b>	

**12.2 Receipts (B)**

Date	Account	Received From	Amount
26/9/2025	Unity	Breckland District Council	5,713.43
<b>TOTAL £</b>			<b>5,713.43</b>

### 12.3 Responsible Finance Officer's Report:

Details	CR	DR	
Cash Book Balances Brought Forward <b>Community Account &amp; Unity Account TOTAL A</b>	<b>795.30</b>		
Receipts this month (Community Account & Unity Account ) (listed above): <b>B</b>	<b>5,713.43</b>		
Payments this month (Unity & Community) (listed above): <b>C</b>		<b>1,365.72</b>	
Cash Book Balance Carried Forward (=A+B-C-D) <b>Community &amp; Unity Account Balances</b>			<b>5,143.01</b>
<b>Business Premium Account Balance Receipts (listed above) B</b>	16.61		<b>5,247.33</b>
<b>Less Reserves (inc. Earmarked)</b> - £3,240.50 Action Play Swings			<b>1,344.67</b>
<b>TOTAL FUNDS AVAILABLE TO SPEND</b>			<b>9,045.67</b>

**15. To receive items for the next Agenda:**

Please have any requests to the Clerk 1 week before the meeting date.

**16. To agree the proposed time and date of the next parish council meeting:**

The next Parish Council meeting will be held on **Tuesday 20 January 2026 at 7.30 pm.**

Meeting Closed at 20:35pm